



HIGHER EDUCATION & MINISTRY

General Board of Higher Education and Ministry

THE UNITED METHODIST CHURCH

THE UNITED METHODIST CHURCH APPLICATION FOR CHANGE IN CLERGY RELATIONSHIP TO THE ANNUAL CONFERENCE Form 106

Name:

First Middle Last

Address:

Street City State Zip

Cell Phone: (____) _____ Other Phone: (____) _____

E-mail: _____ Birth Date: _____

Conference: _____ District: _____

I hereby request the following change in my relationship to the annual conference:

- Discontinuance as a Local Pastor (§320.1)
- Discontinuance as a Provisional Member (§327.6)
- Appointment to Less than Full-Time Service (§338.2)
- Appointment to Extension Ministry (§344.1)
- Sabbatical Leave (§351)
- Voluntary Leave of Absence – Personal (§353.2a)
- Voluntary Leave of Absence – Family (§353.2b)
- Transitional Leave of Absence (§353.2c)
- Maternity/Paternity Leave (§355)
- Medical Leave (§356)
- Retirement (§357)
 - Between Sessions of the Annual Conference
 - Mandatory Retirement (§357.1)
 - With 20 Years of Service (§357.2a)

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- With 30 Years of Service or at Age 62 (§357.2b)
- With 40 Years of Services or at Age 65 (§357.2c)
- Honorable Location (§358)
- Withdrawal to Unite with Another Denomination (§360.1)
- Withdrawal from the Ordained Ministerial Office (§360.2)
- Withdrawal Under Complaints or Charges (§360.3)

Signature: _____ Date: _____

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Information on further required documentation is below.

Further Required Documentation for Change in Clergy Relationship to the Annual Conference

Discontinuance as a Local Pastor (§320.1)

- A statement on the reasons for the request to discontinue as a local pastor

Discontinuance as a Provisional Member (§327.6)

- A statement on the reasons for the request to discontinue as a provisional member

Appointment to Less Than Full-Time Service (§338.2)

- A statement on the nature of the agreement for less than full-time service in one-quarter, one-half, or three quarters increments and the reasons for the request
- A recommendation of the bishop and cabinet

Appointment to Extension Ministry (§344.1)

- A statement describing in detail the proposed setting for ministry, sharing a sense of calling to that ministry, and the intentional fulfillment of ordination vows
- A recommendation of the cabinet

Sabbatical Leave (§351)

- A description of the sabbatical leave including plans for study or travel

Voluntary Leave of Absence—Personal Leave (§353.2a)

- A statement on the reasons for the leave of absence and the charge conference within the bounds of the annual conference where membership will be held

Voluntary Leave of Absence—Family Leave (§353.2b)

- A statement on an immediate family member's need for full-time care

Transitional Leave of Absence (§353.2c)

- A statement describing the need for transitional leave with quarterly substantiation of effort to obtain an appointable position

Maternity/Paternity Leave (§355)

- A statement on the duration of the maternity/paternity leave

Medical Leave Due to Medical and Disabling Conditions (§356)

- A statement on the nature of the medical and disabling conditions and the reasons for the request of a medical leave
- A report from a medical doctor, psychiatrist, or psychologist on the nature of the reasons for granting



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a medical leave

- The recommendation of the Joint Committee on Medical Leave
- The recommendation of the Board of Pensions
- The recommendation of the Board of Ordained Ministry

Retirement (§357)

- A written request for retirement
- A service record provided by the conference secretary or Board of Pensions which confirms eligibility for retirement under the provisions of the *Discipline*

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